

PARISH OF THE HOLY FAMILY

Minutes Parish Pastoral Council

Thursday 27 May 2021

Meeting Room, St Francis of Assisi Church, Songer Street, Stoke

Meeting commenced at 7:05 pm

Opening reflection:

Prepared by Fr Joy, read by Pujith 2 Cor: 9-11

Present:

Noeline Grant (Chair), Belinda Mellor, Sam Meria, Petrus van den Elzen, Fr Joy Raphal, Pujith Siyaguna, Shelley Hills, Merrick Mitchell (minutes)

Apologies: Dolly Meria

Welcome:

Noeline welcomed three new members

Introductions around table

Noeline outlined structure of meeting using whiteboard

A limited number of printed copies of agenda will be available to reduce amount of paper

Correspondence: In/Out

Correspondence in:

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| 1. Fr Seph
OLB | May 7 | Reaffirming HFP need to take time to work together with HFP committees before re-joining the Interim Steering Group (ISG) |
| 2. Sarah
Office | May 21 | Updating PPC photo boards in foyer |
| 3. Kathy Mardon | May 24 | Updates re Safeguarding |

Correspondence out:

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| 1. Noeline
Chair PPCOLB | April 30 | Sending updated parishioner details from telephone tree clusters at SFA to Parish Office |
| 2. ditto | May 3 | Bernard Isherwood: Altar servers at SM |
| 3. do | May 3 | Requesting parishioners to do Mass counts at SM |
| 4. do | May 3 | Setting up and confirming meeting with Parish groups to respond to Cardinal Dew's letter about possible amalgamation |
| 5. do | May 6 | Fr Seph: HFP to 'suspend' talks until HFP has received a reply from the Cardinal |

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| 6. do | May 12 | Christine Gladstone: Altar servers at SM from St Joseph's |
| 7. do | May 12 | Parish office Newsletter items to acknowledge service of Kathy Mardon and Sarah Menzies; welcome new PPC members |
| 8. do | May 13 | Francis O'Leary: updating SFA church board |

Correspondence: discussion:

1. Photographs of PPC: to be taken immediately after this meeting and sent to Sarah at Parish Office
2. Altar servers St M: Fr Joy spoke to this; following up with school
3. Mass counts: Are being done this month (May)
4. Amalgamation: Fr Joy spoke to this after some discussion. Await meeting on 9 June to clarify
5. Membership PPC: Fr Joy explained the criteria for membership of PPC. The Sisters have offered to help with Sacramental Programmes and the Liturgy Group
6. Suggestion box: Newsletter to contain short acknowledgment of suggestion box matters (Shelley offered to do this) with the suggestions being discussed by PPC
 - Newsletters – keep monitoring surplus numbers during June
 - Praying for sick – specific requests to be made to Fr Joy
 - Covid-19 QR codes – fixed so there is easier access to these

Motion: Thanks to Shelley for her role with the suggestion boxes

Proposed: Noeline Seconded: Joy Motion Passed

Confirmation of previous minutes:

Previous minutes discussion:

1. Quorum is 50% and this includes Fr Joy.
PPC can meet without Fr Joy being present but then decisions taken need to be verified by him later.
2. Personal information is not to go into minutes.
3. Prayer at PPC meetings is to be recorded in minutes.
PPC is a pastoral council which needs to be based in prayer.
Fr Joy requested that we take the first ten minutes for prayer at the start of PPC meetings.
4. **Motion: Minutes of previous meeting on 29 April 2021 approved subject to the requested changes being made.**

Proposed: Belinda Seconded: Noeline Motion Passed

Priority items:

1. PPC folders
To hold documents. Assigned to individual PPC members.
When leave the PPC, the folder is passed on to the replacement member.
The order in which documents and material is held is individual choice.

2. Co-chair & secretary There was much discussion on these roles.
Matters were unresolved; PPC members have other calls on their time.
Secretary: Possibility of this role being seen as more than a minutes secretary and seeking a volunteer from outside the present members; it is difficult for current PPC members to actively contribute to meetings and also to take minutes.
Co-chair: Sub-or vice-chair possibility.
3. Day of Prayer To end the Covid-19 pandemic.
Proceeding on Monday **31 May**.
4. St Joseph the Carpenter During this year of St Joseph.
Shelley, Belinda and Fr Joy to coordinate this.
5. Grandparents and the Elderly World Day for Grandparents and the Elderly - **25 July**.
Similar to Mothers' Day / Fathers' Day – be recognised at Mass.
The Liturgy Group will arrange the liturgical aspects with Petrus and Sam to coordinate the practical aspects. Possibly provide morning tea
6. Format 9 June meeting This meeting at Parish Centre from 7:00-8:30 pm is about drafting a letter to the Cardinal.
Fr Joy drew attention to Table 7 (Recommendation of Options: Committee's Assessment of Viability) in the Parish Review which has already been sent to the Cardinal.
7. Parish Safeguarding Coordinator Some parishioners were suggested to be approached.
Noeline to follow up next week and put a notice in the newsletter.
Fr Joy to mention this at Masses.

Updates / feedback:

1. Altar servers St Mary's - See above in Correspondence: discussion
2. Note of appreciation For Kathy Mardon and Sarah Menzies; Noeline inserted a notice in the newsletter and Fr Joy has expressed thanks at all Masses.
3. Steps and handrail St Mary's – letter passed to Finance Committee.
4. Mass counts See above in Correspondence: discussion
5. Celebration / acknowledgement For those who serve in the parish.
Suggestion that this be in October as this is Stewardship Month.
6. Parish stewardship lists To update parish stewardship by reviewing and editing ministry lists.
To be done by Subcommittee of Shelley, Belinda, Merrick and Fr Joy.
Gertrude Weiss of SFA and Alison Oertly / Patrick Cronin of St Mary's could have input into this.

General business:

1. Praying for families This is proceeding, along with house blessings.

Next meetings:

1. Wednesday, 9 June Parish Centre, St Mary's.
7:00 – 8:30 pm
2. Thursday, 24 June Meeting Room, SFA.
7:00 – 8:30 pm

The meeting closed at 8:40 pm
Merrick Mitchell (Minutes Secretary for this meeting)

